



Gavilan College Academic Senate
Tuesday, February 7, 2012
Mayock House

MINUTES

Attendance: John Lawton-Haehl, Johanna Stewart, Robert Overson, Kevin Kramer, Marla Dresch, Debbie Klein, Ali Arid, Bea Lawn, Sabrina Lawrence, Jen McMillen

Guests: Avery Conant, Fran Lozano, Katherine Rose, Sherrean Carr, Leah Halper

I. Opening Items

- a. Call to order at 3:04 pm
- b. Welcome and Roll Call-John Lawton-Haehl welcomed everyone back.
- c. Agenda Adjustments-none
- d. Approval of Minutes from December:

MSC (Arid/Klein) to approve – Vote: 7 yes, 1 abstention .

II. Comments from the Public- none

III. Information Items

- a. Change in Senate meeting format- John Lawton-Haehl discussed a slight change in format. At 4:15 pm, there will be a break with team building exercises. The suggestion is to try it for the first couple of meetings. John also asked for representing bodies to start next month with reports from items 4a-d at the first senate meeting and items 4e-g at the second senate meeting of each month.

IV. Reports

- a. College President-Kathleen Rose represented the College President and welcomed back everyone from winter break and thanked Esteban Talavera for taking minutes and congratulated him on his new position. Compared to last year at this time, Gavilan is up by 3% in enrollment and there are 185 more students.
- b. Executive Vice President-Kathleen Rose came from the first task force meeting and Robin Kreider will give feedback on the Educational Master plan. Educational Master plan has five key categories: (1) Chancellor's office recommendations for admission, (2) Gavilan's Student Success agenda (3) Expansion in Morgan Hill and San Benito, (4) Transitional plans for grants, and (5) a local focus category. The General Education Task Force met during the fall and came up with a paper currently being edited and will be brought to the Academic Senate in March with hopes the Senate can go back to Curriculum Committee vote on Cultural Diversity requirement. Kathleen also passed out the document "Scheduling Logic Template." Kathleen invited the Senate to add this as a discussion topic and will be happy to be part of the discussion or not.
- c. Vice President of Student Services- no report
- d. Department Chairs-no report
- e. GCFA-Leah Halper reported that: (1) there is an opening of a new cycle of negotiations. There was a conversation about 4 instructional items: PLOs/SLOs, Evaluations, Academic Calendar and the role of Department Chairs. The Student Success task force recommendations are being moved into bill form and

legislature quickly. Information will be presented to the board of trustees and what actions it will take to fight against each piece of legislature. On February 28th there will be a meeting with trustees and encouraging people to come and talk about their programs. Chocolate tasting in Mayoock on Feb 14th from 2:30 to 4 pm. Leah also thanked the college for addressing both questions of mailboxes and offsite security in a timely manner. John Lawton-Haehl added that Debbie Klein has agreed to be the resident Student Success Task force expert to keep the Senate up to speed and informed.

- f. ASB-Avery Conant reported that cupcakes and notes for loved ones are being sold for Valentine's Day. For Black History month, ASB is having the photographer for Martin Luther King, Jr. to come on campus and talk about his experience. Club day is February 28th from 11 am to 1 pm and Welcome Back week is still in progress. March in March is coming up and ASB is trying to get people involved.
- g. Senate committee reports
 - 1. Learning Council- no report
 - 2. Curriculum- no report
 - 3. Budget- no report
 - 4. Strategic Planning- no report
 - 5. Faculty Staff Development- no report
- h. Senate President- John Lawton-Haehl discussed the date of the retreat. An idea is possibility sometime during spring break. The suggestion is to look at the goals from last year and consider condensing the goals and the language of it. Maybe the retreat could work like the Learning Council and have focus groups and be able to check goals off as completed. Input is welcomed.

V. Discussion Items

- a. Online Courses and Teaching Load- Debbie Klein brought up the issue of online teaching and how it fits in the overall curriculum? One this is that many departments are doing it differently. In terms of Title V, once the course is approved through Curriculum Committee the process is up to faculty on how to deliver the content of the course. At this point there is no conversation on this topic and it would be great to hear from other departments on where they are at. The question was raised whether there is a consistent way to evaluate the online class? There is a feeling of a lot of inconsistencies. There might be a double standard where teaching online quality is not as good as face to face. John Lawton-Haehl brought up the point that this is an important item and the Senate needs to think about this and begin talking about it.

Sabrina Lawrence discussed the Distance Education Committee Handout. There is a need to step back and look at things, policies, procedures, etc. There needs to be a student authentication policy for online and distance education. The question is if the Academic Senate will adopt Distance Education Committee as a sub-committee? The suggestion is to place the questions as an action item at next meeting.

- b. Senator topics-

Johanna Stewart: There is currently 16 PT counselors and 7 full time. Counselors are doing a lot of training and counseling department is asking for your patience. There is also an increase to 2 counselors in Hollister.

Robert Overson: DRC is running on fewer personnel. Services for tutoring will be impacted. Hi tech center is also affected so have patience with us as we adjust.

Debbie Klein: There is frustration over how students get into the courses. As students drop the class, slots open and new students enroll and having a student show up for the first time on Thursday is frustrating. Adding should be on a first come, first serve and student needs to be there since first day of class. It was brought up that dialogue is important because Banner has issues with making an effective waitlist. The Director of Admissions and Records and MIS may not be aware what the instructors need and maybe bring it up. John Lawton-Haehl suggested that he would be happy to meet with Candice on behalf of Senate and invite her to meetings. It's not a perfect system but perhaps there is a way to make it more user friendly. John will do field work on behalf of Senate.

John Lawton-Haehl: There is a Student Cabaret on February 23rd and 24th. There will be live performances.

VI. Action Items

- a. none

VII. Closing Items

- a. Items for next agenda
- b. Next meeting: February 21, 2012 @ 3-5pm
- c. Adjournment at 4:40 pm